REGISTERED No. M. 4651.

GAZETTE EXTRAORDINARY

PUBLISHED BY AUTHORITY

VOL. III. TRIVANDRUM, SATURDAY, 29th MARCH '52/16th MEENAM '27. No. 29

L2-5217|51|DD.

NOTIFICATION.

The award of the Industrial Tribunal, Alleppey in respect of the industrial dispute between the management of Messrs Peirce Leslie & Co., Kundara and Sri C. Thankappan (dismissed worker) represented by the Kundara Cashewnut Workers Union Kundara, received by Government on 1st March 1952 is hereby published as required under Section 17 of the Industrial Disputes Act 1947 (Central Act XIV of 1947).

Government Secretariat,
Development Department,
(Labour Section)
Trivandrum, 26th March 1952.

By order of His Highness
the Raj Pramukh,
M. C. THOMAS,
Secretary to Government.

BEFORE

SRI K. N. KUNJUKRISHNA PILLAI, B. A., B. L.,
Industrial Tribunal, Alleppey.

INDUSTRIAL DISPUTE No. 11 OF 1951

BETWEEN

The Management of Messrs Peirce Leslie & Co., Kundara,
represented by

Mr. M. S. Menon, M. A., Barrister-at-Law, and
Mr. G. B. Pai, M. A., B. L., Honorary Law Officers.
Travancore Chamber of Commerce, Alleppey

AND

Mr. C. Thankappan, (dismissed worker)
represented by

The Kundara Cashewnut Workers' Union, Kundara,
by Sri T. K. Divakaran (its President)

AWARD

The above dispute was referred to me by Government Order No. L2-5217|51|DD dated 18-5-1951 and the parties filed their statements of cases on 31-7-1951. After the filing of the statements the employer has filed a petition on 18-10-1951, contending that the Industrial Tribunal has no jurisdiction as the dispute referred is only an individual dispute and not an industrial dispute. As the Union contended that it is a valid reference, I have to dispose of the petition first as it is concerned with the jurisdiction of the Court. That petition was disposed of by me after taking evidence and hearing arguments on 26th November 1951.

2. The only issue referred for adjudication is :

"Whether the dismissal of Mr. C. Thankappan from Peirce Leslie & Co., Kundara, is justifiable or not ? If not, what relief is he entitled".

3. On going through the contentions of the parties, it seemed to me that better interests of the parties will be served by effecting a voluntary settlement of the dispute and hence I have advised the representatives of the parties and also Mr. M. O. Varghese, the Chief Labour Officer of the employer to come to a healthy understanding if possible. It is noteworthy that the persons concerned appreciated the spirit of the advise and I am glad to state that their attitude was helpful in effecting a compromisa and they have filed a compromise petition on 27th February 1952 to which date the dispute stood posted for evidence. According to the compromise petition which is signed by Messrs. T. K. Divakaran, on behalf of the Union, M. O. Varghese and

G. B. Pai, on behalf of the management, the dismissed worker undertook to apologise to the management and the management undertook to re-instate him to his job.

4. Mr. C. Thankappan, should apologisa to the management for bis misconduct in writing and should assure that he will not give room for any complaint in the future. He must tender written apology on or before 3rd March 1952. On the submission of the written undertaking by Mr. Thankappan, the management will re-engage him in service with effect from 3rd March 1952. The period from the date of dismissal to the date of re-engagement in service will be treated as a period of absence on loss of wages with the result that there will not ha a break of service.

5. In the result, I pass the Award as specified above. The Award will take effect immediately. I submit this to Government under Section 15 of the Industrial Disputes Act (Central Act XIV) of 1947.

APPENDIX.

Exhibits:—Nil.

Witnesses—WW1—Mr. T. K. Divakaran.
EW1—Mr. M. O. Varghese.

Alleppey,
29th February 1952.

K. N. Kunjukrishna Pillai,
Industrial Tribunal.

NOTIFICATION.

L1-9632|51|DD.

In exercise of the powers conferred by sub-section (2) of Section 26 of the Minimum Wages Act 1948 (Central Act XI of 1948) Government are hereby pleased to direct that for a period of three months from the 31st March 1952 the provisions of the said Act shall not apply to the amployment in any plantation in the State.

Government Secretariat,
Development Departmant,
Labour Section, Trivandrum.
27th March 1952.

By order of His Highness
the Raj Pramukh,
M. C. Thomas,
Secretary to Government.

PRINTED AND PUBLISHED BY THE S. G. P. AT THE GOVERNMENT
CENTRAL PRESS, TRIVANDRUM, 1952.

STATEMENT OF OBJECTS AND REASONS.

This Bill is in pursuance of Article 206 of the Constitution of India, read with Article 238 thereof, and is intended to provide for the withdrawal out of the Consolidated Fund of the State of the moneys required to meet the expenditure charged on the Consolidated Fund and the Grants made in advance by the Legislative Assembly in respect of the estimated expenditure of the Government of Travancore-Cochin during the period of four months beginning on the First day of April 1952 of the financial year 1952-53.

PANAMPILLI GOVINDA MENON.

PRINTED AND PUBLISHED BY THE S. G. P. AT THE GOVERNMENT CENTRAL PRESS, TRIVANDRUM, 1952.

THE TRAVANCORE-COCHIN APPROPRIATION (VOTE ON ACCOUNT) BILL 1952.

His Highness the Rajpramukh has, in pursuance of Article 207 read with Articles 199 and 238 of the Constitution of India, recommended this Bill.

V. KRISHNAMOORTHI,
Secretary, Legislative Assembly.

THE TRAVANCORE-COCHIN APPROPRIATION (VOTE ON ACCOUNT) BILL 1952.

A Bill to provide for the withdrawal of certain sums from and out of the Consolidated Fund of the State of Travancore-Cochin for the service of the period of four months beginning on the 1st day of April 1952.

Preamble.

Whereas it is necessary to provide for the withdrawal of certain sums from and out of the Consolidated Fund of the State of Travancore-Cochin for the service of the period of four months beginning on the 1st day of April 1952;

It is hereby enacted as follows :—

Short Title.

1. This Act may be called the Travancore-Cochin Appropriation (Vote on Account) Act, 1952.

Withdrawal of Rs. 12,31,06,000 from and out of the Consolidated Fund of the State of Travancore-Cochin for the financial year 1952-53.

2. From and out of the Consolidated Fund of the State of Travancore-Cochin there may be withdrawn sums not exceeding those specified in column 3 of the Schedule amounting in the aggregate to the sum of twelve crores thirty-one lakhs and six thousand rupees towards defraying the several charges which will come in course of payment during the period of four months beginning on the 1st day of April 1952, in respect of the services specified in column 2 of the Schedule.

Appropriation.

3. The sums authorised to be withdrawn from and out of the Consolidated Fund by this Act shall be appropriated for the services and purposes expressed in the Schedule in relation to the said period.

REGISTERED No. M. 4631.

GOVERNMENT OF TRAVANCORE-COCHIN

GAZETTE EXTRAORDINARY

PUBLISHED BY AUTHORITY

VOL. III. TRIVANDRUM, SATURDAY, 29th MARCH 1952 / 16th MEENAM 1127. No. 30

NOTIFICATION.

No. LA5-141|1952.

The following Bill together with the Statement of Objects and Reasons is published as ordered by the Speaker under Rule 33 of the Legislative Assembly Rules (as modified and adapted by the Speaker under Article 238, Clause (11) of the Constitution of India).

Legislature Secretariat,
Trivandrum,
29th March 1952.

V. KRISHNAMOORTHI,
Secretary,
Legislative Assembly.

SCHEDULE.

(See Sections 2 & 3).

1	2	3		
		Sums not exceeding		
No. of Vote.	Services and Purposes.	Voted by the Assembly.	Charged on the Consolidated Fund.	Total.
		Rs.	Rs.	Rs.
IV	9. Stamps A—Non-Judicial charges for the sale of stamps (Discount) ...	93,000	...	93,000
	9. Stamps B—Judicial charges for the sale of stamps (Discount) ...	3,000	...	3,000
XI	25. General Administration (c) Elections (a) Other Election charges—Lump sum provision for election to Union Parliament ...	7,25,000	...	7,25,000
XIV	28. Jails & Convict Settlements...	50,000	...	50,000
XXV	XXXII. Industries & Supplies (a) Industries—S. K. V. A. Pharmacy—Working Expenses ...	1,88,200	...	1,88,200
	Do. (a) 5. Ceramic and Porcelain Factories—Working Expenses—Interest on Capital ...	...	14,600	14,600
	Do. (a) 6. Rubber Factory—Working Expenses—Interest on Capital ...	...	11,000	11,000
	Do. (a) 7. Mining Receipts—Working Expenses—Interest on Capital ...	...	46,800	46,800

1	2	3		
No. of Vote.	Services and Purposes.	Sums not exceeding		
		Voted by the Assembly.	Charged on the Consolidated Fund.	Total.
		Rs.	Rs.	Rs.
XXIX	55. Superannuation allowances and pensions (a) Superannuation and retired allowances—voted ...	3,85,500	...	3,85,500
	55. Superannuation allowances and pensions (b) Compassionate allowances ...	6,600	...	6,600
XXXIII	XLVI. A. Receipts from Transport Schemes—Working Expenses—Interest on Capital ...	...	90,000	90,000
XXXVIII	81. A. Capital Outlay on Electricity Schemes—Interest charges ...	...	6,90,800	6,90,800
	Total ...	14,51,300	8,53,200	23,04,500

PRINTED AND PUBLISHED BY THE S. G. P. AT THE GOVERNMENT CENTRAL PRESS, TRIVANDRUM, 1952.

NOTIFICATIONS.

L1-2616|51|DD. (2). *14th March 1952.*

In exercise of the powers conferred by sub-section (1) of Section 3 of the Industrial Statistics Act, 1942 (Central Act XIX of 1942) Government are pleased to direct that statistics shall be collected relating to the following matters.

1. Attendance.
2. Employment.
3. Hours of work.
4. Wages and other earnings.

L1-2616|51|DD. (1). *14th March 1952.*

In exercise of the powers conferred by sub-section (1) of Section 12 of the Industrial Statistics Act, 1942 (Central Act XIX of 1942) Government are pleased to make the following rules, the same having been previously published as required by the said section.

Government Secretariat,
Development Department,
(Labour Section)
Trivandrum.

By order of His Highness
the Raj Pramukh,
M. C. Thomas,
Secretary to Government.

1. *Short title and commencement.*—(1) These rules may be called the Industrial Statistics (Labour) Rules, 1951.

(2) They shall come into force at once.

2. *Definitions.*—In these rules unless the context otherwise requires.

(a) "Act" means the Industrial Statistics Act, 1942 (XIX of 1942)

(b) "employer" means—

(i) in the case of a factory, the Manager nominated under clause (f) of sub-section (1) of Section 7 of the Factories Act, 1948 (LXIII of 1948);

(ii) in the case of any other Industrial establishment any person responsible for the supervision, control or management of the establishment;

(c) "form" means a form set forth in the schedule annexed hereto;

(d) "industrial establishment" means—

(i) a "factory" as defined in clause (m) of Section 2 of the Factories Act, 1948 (LXIII of 1948).

(ii) a "tramway" constructed under the Indian Tramways Act, 1886 (XI of 1886) or any special Act relating to tramways;

(iii) a "Port" specified in the first schedule appended to the Indian Ports Act, 1908, (XV of 1908);

(iv) a "plantation" used or intended to be used for the cultivation of tea, coffee, rubber, or cinchona, cardamom or for any purpose connected therewith; and on which twenty or more persons are employed for that purpose.

(e) "Quarter" means a period comprising three months ending on the 31st March, 30th June, 30th September or 31st December; and

(f) "Statistics Authority" means the officer appointed under Section 4 of the Act to be the Statistics Authority for the purposes of collecting statistics in respect of the matters specified in clause (b) of sub-section (1) of Section 3 of the Act.

3. *Service of Notice on the Employer by the Statistics Authority.*

(1) The Statistics Authority shall—

(i) within two months from the date of the commencement of these rules, or

(ii) if it is not possible to do so for any unavoidable reason as soon as possible thereafter,

serve a notice on each employer requiring him to furnish to the Statistics Authority in duplicate—

(a) quarterly returns in the appropriate form ; and

(b) statements showing the details of revisions in wages and allowances, and of periodic bonuses granted to the workers together with the conditions of eligibility to such bonuses as and when such revisions are made or bonuses granted :

Provided that the Statistics Authority shall, in the case of an industrial establishment which is not in existence at the time of commencement of these rules, serve the said notice on the employer as soon as may be, after the coming into existence of the said establishment, requiring him to furnish the said returns and statements in duplicate, to the Statistics Authority by such dates as may be specified in the notice.

(2) The Statistics Authority shall forward with the notice specified in sub-rule (1) an adequate number of forms in which the returns are to be furnished.

(3) Similar notices after the first notice may be served by the Statistics Authority at such intervals as he may decide.

4. *Furnishing of Return by the Employer.*

(1) Every employer on whom a notice under rule 3 has been served by the Statistics Authority shall furnish to him in duplicate—

(a) the quarterly returns referred to in clause (a) of sub-rule (1) of rule 3 within one month after the expiry of each quarter ; and

(b) the statements referred to in clause (b) of sub-rule (1) of rule 3 as and when such revisions are made or such bonuses granted :

Provided that on the representation of the employer, the Statistics Authority may if he is satisfied that sufficient grounds exist, allow him such extension of time as he may deem fit :

Provided further that where a change takes place in the management of any industrial establishment after the service of the said notice, the new employer shall be responsible for the submission of the said returns and statements.

(2) The employer shall retain with himself a true copy of each return and statement submitted under sub-rule (1).

5. *Return of notice relating to an industry with which an employer is not connected.*—If an employer connected with any industrial establishment receives with the notice served under sub-rule (1) of rule 3 forms relating to an industry with which the establishment is not connected, he shall, within seven days of the receipt of the said notice, return the forms to the Statistics Authority stating the reasons therefor and giving the names of the industry with which the establishment is connected. The Statistics Authority shall thereupon send to the employer within seven days of the receipt of such intimation, the appropriate forms for such industry together with a fresh notice, if necessary, and the employer shall thereafter furnish the returns required therein within the time limits prescribed in rule 4.

6. *Returns to be furnished in forms supplied for the purpose.*—The returns specified under rule 3 shall be furnished only in forms supplied by the Statistics Authority, but if the number of forms supplied is not sufficient the employer shall apply to the said authority for the supply of an adequate number of forms in time. If the forms applied for are not supplied by the Statistics Authority in time, the employer may make copies of the forms already supplied.

7. *Method of service of notice and furnishing of returns.*—The Statistics Authority shall serve the notice referred to in sub-rule (1) of rule 3 on the employer at his last known address by registered post or through a messenger under a cover entitled "Notice under the Industrial Statistics (Labour) Rules, 1951", and the employer shall furnish the returns and statements specified in sub-rule (1) of rule 4 by registered post, acknowledgment due, or through a messenger, under a cover entitled "Confidential—Return under the Industrial Statistics (Labour) Rules, 1951".

8. *Information to be furnished in English.*—All information required under rule 3 shall be furnished in English.

CONFIDENTIAL. **FACTORIES.**

SCHEDULE

(FORMS A, B, C AND D).

FORM A.

To be submitted to the Statistics Authority within one month after the close of the quarter to which the return relates.

THE INDUSTRIAL STATISTICS ACT, 1942.

THE INDUSTRIAL STATISTICS (LABOUR) RULES, 1951.

Return for the quarter ending the.., 19 .

Name of the factory..............................Industry*.................................. Using power / Not using power (Please strike out the term not applicable).

Postal address..................................District..............................State..............................

PART I. RETURN ON EMPLOYMENT ATTENDANCE.

Number of workers' on rolls on the last working day of the quarter [*Vide* instruction (a)] | Men.................................. Women.................................. Children..................................

Number of working days during the quarter [*Vide* instruction (b)]..................................

		1st month of the quarter.	2nd month of the quarter.	3rd month of the quarter.
Total number of man-shifts worked [*Vide* instruction (c)] during each month of the quarter.	Men..............................			
	Women..............................			
	Children..............................			
Total number of man-shifts lost on account of absence [*Vide* instruction (d)] during each month of the quarter due to.	Sickness..............................			
	Accidents..............................			
	Other causes (including statutory and other authorised leave).			

* Where the factory is engaged in more than one industry, please specify the various industries, and indicate the main industry taking into account the number of workers employed in each case.

Total number of man-shifts lost through involuntary unemployment (*Vide* instruction (e) .), during each month of the quarter..

If there are any marked changes in employment, attendance, absenteeism etc., either in the month to month figures or as compared to the previous quarter, please account briefly for the changes.

INSTRUCTIONS.

(a) For definition of "Worker" please see Section 2 (1) of the Factories Act, 1948. Workers below 15 years of age should be classified as children. Workers who have completed the 15th year but have not completed the 18th year, if not certified as adults should also be included under children.

(b) "Working days" exclude all weekly and other scheduled holidays even if some of the workers or some of the departments are required to work either full time or part of the time on such days unless a majority of the workers in the establishment are working on such day.

(c) Total number of man-shifts worked during the month is obtained by adding together the numbers of workers who worked on each shift on each day of the month.

(d) Total number of man-shifts lost during the month on account of absence is obtained by adding together the number of workers absent on each shift on each day during the month. Man-shifts lost by absence due to strike, lockout or employer ordered lay-off should be excluded.

(e) Total number of man-shifts lost through involuntary unemployment is obtained by adding together the number of workers who in spite of being on rolls, remained unemployed for want of coal or raw-materials, breakdown of machinery, inadequacy of work, etc., on each shift on each working day of the month.

(f) Average daily attendance is obtained by dividing the aggregate numbers attendances on all the shifts on all day of during the period by the number of working days. Absences in hours need not be considered. Days on which the establishment was closed for whatever cause should not be treated as working day.

(g) Aggregate number of man-hours worked during the period is obtained by adding together the numbers of man-hours worked on all shifts on all working days. The number of man-hours worked on each shift is obtained by adding together the numbers of hours worked by each worker on that shift.

(h) Please include all cash payments, deductions under the Payment of Wages Act, 1936, and taxes payable and deducted, if any. Contributions to provident funds, pensions, etc., should not be included. The figures should relate to wages, etc., earned during the month.

(i) This should include other cash allowances, bonuses, etc., if any earned during the month. Annual bonuses etc., should be excluded even if they are paid during the month.

(j) This should be worked out by taking into consideration the difference between the wholesale prices of the articles such as food-grains, cloth, fuel, etc., which are supplied free to workers or at concessional prices and the actual prices at which they are supplied. The details under each head may kindly be furnished separately. The value of uniform supplied to workers while on work and the cost of amenities provided such as housing, medical aid, etc., should not, however, be included.

PART II—RETURN ON HOURS OF WORK AND EARNINGS.

[The information given in this return should relate to the last month (English Calendar) of the quarter.]

Number of working days in the month......................

	Average daily attendance during the month (Vide instruction (f)).	Aggregate number of man-hours worked during the month (Vide instruction (g)).	Total cash earnings during the month (Vide instruction (h)).					Estimated money value of concessions in kind earned during the month (Vide instruction (j)).
			Basic wages.	Dearness allowances.	Overtime payments.	Other cash payments (Vide instruction (i))	Total.	
Men								
Women								
Children								

Normal hours of work:

1st Shift :—From............................to..........................

2nd Shift:—From............................to..........................

3rd Shift:—From............................to..........................

Rest Intervals :

From............................to..........................

From............................to..........................

From............................to..........................

Please given references to statements regarding revisions in basic wages, allowances, etc., sent during the quarter, if any in accordance with clause (b) of sub-rule (1) of rule 4.

Please furnish details regarding the scheme of dearness allowance, bonuses etc. and if the dearness allowance is linked to the cost of living index indicate how the amount is calculated...

Please given in the space provided below a distribution of the number of workers on rolls at the end of the month according to the wage period (*e.g.*) week, fortnight, or any other period) adopted for payment in each case.

Wage period (please specify)	*No. of workers.*
....	....
....	....
....	....
....	....

Certified that the information given above is correct.

Signature...

Name (in block letters)................................

Designation (in block letters)........................

CONFIDENTIAL.

TRAMWAYS (OTHER THAN WORKSHOPS).

FORM B.

To be submitted to the Statistics Authority within one month after the close of the quarter to which the return relates.

THE INDUSTRIAL STATISTICS ACT, 1942.

THE INDUSTRIAL STATISTICS (LABOUR) RULES, 1951.

Return for the quarter ending the.., 19

Name of the establishment..

Postal address................................District..................................State..................................

PART I—RETURN ON EMPLOYMENT AND ATTENDANCE.

Number of workers on rolls at the end of the quarter [*Vide* instruction (a)]	Drivers......................................
	Conductors..................................
	Inspectors...................................
	Other staff..................................

	1st Month of the quarter.	2nd Month of the quarter.	3rd Month of the quarter.

Total number of man-shifts worked during each month of the quarter [*Vide* instruction (b)].

Total number of man-shifts lost on account of absense other than on rest days [*Vide* instruction (c)] during each month of the quarter due to	Sickness .... Accidents... Other causes (including statutory and other authorised leave)..

Do you allow weekly holidays to workers ?..

If not, what is the alternative system of rest days ?..

How many workers got their full complement of rest during the quarter ?...

If there is any marked increase or decrease in employment, attendance, or absenteeism, etc., either in the month to month figures or compared to the previous quarter, please briefly account for the changes.

INSTRUCTIONS.

(a) "Workers" should include all employees excluding supervisory staff.

(b) Total number of man-shifts worked during the month is obtained by adding together the numbers of workers who worked on each shift on each day of the month.

(c) Total number of man-shifts absent during the month is obtained by adding together the numbers of workers absent on each shift on each day of the month. Man-shifts lost by absence due to strike, lock-out, or employer-ordered lay-off should be excluded.

(d) Average daily attendance is obtained by dividing the aggregate number of attendances on all shifts on all working days during the month by the number of working days.

(e) Aggregate number of man-hours worked during the period is obtained by adding together the number of man-hours worked on all shifts on all working days. The number of man-hours worked on each shift is obtained by adding together the number of hours worked by each worker on that shift.

(f) Please include all cash payments, deductions, and taxes payable and deducted, if any. Contributions to provident funds, pensions, etc., should not be included. The figures should relate to wages, etc., earned during the month.

(g) This should include other cash allowances, bonuses, etc., if any, earned during the month. Annual bonuses, etc., should be excluded even if they are paid during the month.

(h) This should be worked out by taking into consideration the difference between the wholesale prices of the articles such as foodgrains, cloth, fuel etc., which are supplied to the workers free or at concessional prices and the actual prices at which they are supplied. The details under each head may kindly be furnished separately. The value of uniform supplied to workers while on work and the cost of amenities provided such as housing, medical aid, etc., should not, however, be included.

PART II—RETURN ON HOURS OF WORK AND EARNINGS.

[The information given in this retun should relate to the last month (English Calendar) of the quarter].

	Average daily attendance during the month (*Vide* instruction (d))	Aggregate number of man-hours worked during the month (*Vide* instruction (e))	Total cash earnings during the month (*Vide* instruction (f)).					Estimated money value of concessions in kind earned during the month (*Vide* instruction (h)).
			Basic wages.	Dearness allowances.	Over-time payments.	Other cash payments (*Vide* instruction (g)).	Total.	
Drivers								
Conductors...								
Inspectors...								
Others......								
Total.........								

Please indicate the normal daily hours of work, and the rest intervals of various classes of workers.

Please give references to statements regarding revisions in basic wages, allowances, etc. sent during the quarter, if any, in accordance with clause (b) of sub-rule (1) of rule 4.

Please furnish details regarding the schemes of dearness allowance, bonus etc., and if the dearness allowance is linked with cost of living index, please indicate how the amount is calculated.

Certified that the information given above is correct.
Signature.........................
Name (in block letters)....................
Designation (in block letters)

CONFIDENTIAL. *PORT LABOUR.*

FORM C.

To be submitted to the Statistics Authority within one month after the close of the quarter to which the return relates.

THE INDUSTRIAL STATISTICS ACT, 1942.

THE INDUSTRIAL STATISTICS (LABOUR) RULES, 1951.

Return for the quarter ending the......................................19

Name of Port......................................State......................................

Name of employer......................................Address......................................

PART I—RETURN ON EMLPOYMENT AND ATTENDANCE.

Number of workers on rolls at the end of the quarter *Vide* instruction (a)..............

	Men.	*Women.*	*Total.*
Covered by the Factories Act.			
Covered by the Indian Railways Act			
Others			

		1st Month of the quarter.	2nd Month of the quarter.	3rd Month of the quarter.
Total number of man-shifts worked (*Vide* instruction (b)) during each month of the quarter.	Men ...			
	Women ...			
Total number of man-shifts lost on account of absence other than on rest days (*Vide* instruction (c)) during each month of the quarter due to	Sickness ...			
	Accidents ...			
	Other causes (including statutory and other authorised leave). ...			

Are the workers allowed weekly rest?..........

If not, what is the system of rest days?.........

How many workers get their full compliment of weekly rest during the quarter?.........

If there is any marked increase or decrease in employment, attendance, absenteeism etc., either in the month to month figures or as compared to the previous quarter, please account for it ....

INSTRUCTIONS.

(a) "Workers" should include all employees working in the premises of the Fort excluding supervisory staff.

(b) Total number of man-shifts worked during the month is obtained by adding together the numbers of man-shifts worked on each shift on each day of the month.

(c) Total number of man-shifts absent during the month is obtained by adding together the numbers of workers absent on each shift on each day of the month. Man-shifts lost by absence due to strike, lockout, or employer ordered lay-off should be excluded.

(d) Average daily attendance is obtained by dividing the aggregate number of attendances on all shifts on all working days during the month by the number of working days.

(e) Aggregate number of man-hours worked during the period is obtained by adding together the number of man hours worked on all shifts on all working days. The number of man-hours worked on each shift is obtained by adding together the numbers of hours worked by each worker on that shift.

(f) Please include all cash payments, deductions, and taxes payable and deducted, if any. Contributions to provident funds pensions, etc,. should not be included. The figures should relate to wages, etc., earned during the month.

(g) This should include other cash allowances, bonuses, etc., if any earned during the month. Annual bonuses etc., should be excluded even if they are paid during the month.

(h) This should be worked out by taking into consideration the difference between the wholesale prices of the articles such as cloth, fuel, etc., which are supplied to workers free or at concessional prices and the actual prices at which they are supplied. The details under each head may kindly be furnished separately. The value of uniforms supplied to workers while on work, and the cost of amenities provided such as housing, medical aid, etc., should not, however, be included.

PART II—*Return on Hours of Work and Earnings.*

[The information given in this return should relate to the last month (English Calendar) of the quarter].

		Average daily attendance during the month (*Vide* instruction (d))	Aggregate number of man-hours worked during the month (*Vide* instruction (e)).	Total cash earnings during the month (*Vide* instruction (f)).					Estimated money value of concessions in kind earned during the month (*Vide* instruction (h))
				Basic wages.	Dearness allowances.	Overtime payments.	Other cash payments (*Vide* instruction (g)).	Total.	
Skilled	Men								
	Women								
Semi-skilled	Men								
	Women								
Un-skilled	Men								
	Women								

Please indicate the normal daily hours of work, and the rest intervals.
Please give references to statements regarding revisions in basic wages, allowances, etc. sent during the quarter, if any, in accordance with clause (b) of sub rule (1) of rule 4.
Please furnish, details regarding the schemes of dearness allowance, bonuses etc., and if the dearness allowance is linked with the cost of living index, indicate how the amount is calculated.

Certified that the information given above is correct.
Signature...
Name (in block letters)...
Designation (in block letters)...

CONFIDENTIAL | FORM D. | *PLANTATION*

To be submitted to the Statistics Authority within one month after the close of the quarter to which the return relates.

THE INDUSTRIAL STATISTICS ACT, 1942.

THE INDUSTRIAL STATISTICS (LABOUR) RULES, 1951.

Return for the quarter ending the........................., 19 .

Name of the estate.......................................Product { Tea / Coffee / Rubber / Cinchona } (Strike out the term not applicable)

Postal address...: ....District.............: ....State...............

PART I—*Return on Employment and Attendance.*

		Men.	*Women.*	*Minors.*
Number of workers on the books on the last working day of the quarter (*Vide* instruction (a))...................................	Garden Labour............			
	Outside Labour..........			
Number of working days during the quarter (*Vide* instruction (b))	....			

			1st month of the quarter.	2nd month of the quarter.	3rd month of the quarter.
Total number of man-days worked (*Vide* instruction (c)) during each month of the quarter.	Garden Labour	Men			
		Women			
		Minors			
	Outside Labour	Men			
		Women			
		Minors			
Garden Labour.					
Total number of man-days lost on account of absence (*Vide* instruction (d)) during each month of the quarter due to ...	Sickness				
	Accidents				
	Other causes (including statutory and other authorised leave)				

Outside Labour.

Sickness
Accidents
Other causes (including statutory and other authorised leave).

If there is any marked increase or decrease in employment, attendance, absenteeism etc., either in the month to month figures or as compared to the previous quarter, please account for it........................

INSTRUCTIONS.

(a) "Workers" should include all employees in plantation estates excluding supervisory staff. Workers in plantation factories should be excluded. Workers below eighteen should be considered as minors.

(b) "Working days" should exclude all scheduled holidays, even if some of the workers are required to work on such days.

(c) Total number of man-days worked during the month is obtained by adding together the numbers of workers who worked on each working day of the month.

(d) Total number of man-days absent is obtained by adding together the numbers of workers absent on each working day of the month. Man-days lost by absence due to strike, lookout, or employer-ordered lay-off, should be excluded.

(e) Average daily attendance is obtained by dividing the aggregate total number of attendances on all working days during the month by the number of working days.

(f) Please include all cash payments and authorised deductions, made, if any. Contributions to the Provident Fund, Pensions, etc., if any, should not be included. The figures should relate to wages, etc., earned during the month.

(g) This should include cash allowances, bonuses, etc., if any, earned during the month. Annual bonuses etc., should be excluded even if they are paid during the month.

(h) This should be worked out by taking into consideration the difference between the wholesale prices of the articles such as food-grains, cloth, etc., which are supplied to workers free or at concessional prices and the actual prices at which they are supplied. The details under each head may kindly be furnished separately. The value of uniform supplied to workers while on work and cost of amenities provided such as housing, medical aid, etc., should not, however, be included.

PART II—RETURN ON HOURS OF WORK AND EARNINGS.

[The information given in this return should relate to the last month (English Calendar of the quarter)].

Number of working days in the month.............................

	Average daily attendance during the month (*Vide* instruction (e)).	Total cash earnings during the month (*Vide* instruction (f)).					Estimated money value of concessions in kind earned during the month (*Vide* instruction (h))
		Basic wages	Dearness allowances	Payments for overtime or extra work	Other payments (*Vide* instruction (g))	Total	
Garden Labour.							
Men....................							
Women..................							
Minors..................							
Outside Labour							
Men....................							
Women..................							
Minors..................							

Normal hours of work : From......................to..........................

Rest intervals: From......................to..........................

Please give references to statements regarding revisions in basic wages, allowances, etc, sent during the quarter, if any, in accordance with clause (b) of sub-rule (1) of rule 4.

Please furnish details regarding dearness allowances and bonuses and if the dearness allowance is linked with the cost of living index, please indicate how the amount is calculated.

Certified that the information given above is correct.

Signature..

Name (in block letters)....................................

Designation (in block letters)...............................

Form of notice to be served on the employers calling for returns and statements required under the Industrial Statistics (Labour) Rules, 1951

From

(Name and address of the Statistics Authority)

To

(Designation and address of the employer)

Subject :—Notice under the Industrial Statistics (Labour) Rules, 1951.

Sir,

In pursuance of sub-section (1) of section 5 of the Industrial Statistics Act 1942, read with the Industrial Statistics (Labour) Rules, 1951, notice is hereby served on you that you should here after furnish to the undersigned information relating to labour employed in your establishment directly or through contractors, in the premises called (name and address of the establishment) in such forms and such manner and at such intervals as indicated below : —

(a) Quarterly returns should be submitted in the enclosed form in respect of the quarterly periods ending 31st March, 30th June, 30th September and 31st December every year within a month in each case after the end of the quarter to which the return relates.

(b) As and when the systems of wages and allowances are revised, detailed statements should be submitted showing the changes effected in rates of wages for various occupations, rates of dearness and other allowances and the methods of their computation giving in each case the position before the change and after the change, the date on which the change takes effect and the number of workers affected by the change.

(c) As and when a periodical bonus is declared for payment to the workers, details should be furnished regarding the rate of bonus payable per worker, the conditions of eligibility and the period to which the bonus relates.

2. Every return or statement forwarded to the undersigned as required above should be forwarded in duplicate by registered post, acknowledgment due or through messenger under cover entitled "Confidential Return under the Industrial Statistics (Labour) Rules, 1951" and a copy of each such return or statement should be retained for your record. The returns should be furnished in the forms, twelve copies of which are enclosed for your use. When the forms are exhausted you should apply to the undersigned for a further supply of the forms in time and if for any reason, the forms applied for are not received in time, the returns may be furnished in forms copied out. If the forms supplied by the undersigned relate to a type of establishment with which you are not concerned, you should return the forms within 7 days after their receipt and apply for the appropriate forms.

3. You are requested to study carefully the enclosed forms and the instructions contained therein as soon as this notice is received with a view to taking the necessary steps for the maintenance of records in a manner which would enable filling up the forms at the proper time. If any point relating to the form or the instructions contained therein is not clear, it may be referred to the undersigned for clarification.

4. The submission of the information called for by this notice is compulsory. Your attention is invited, in this connection, to section 8 of the Industrial Statistics Act, 1942, which is reproduced below:—:

"If any person required to furnish any information or any return:—

(a) wilfully refuses or without lawful excuse neglects to furnish such information or return as required under this Act, or

(b) wilfully furnishes or causes to be furnished any information or return which he knows to be false, or

(c) refuses to answer or wilfully gives a false answer to any question necessary for obtaining any information required to be furnished under this Act,

or if any person impedes the right of access to relevant records and documents or the right of entry conferred by section 6, he shall for each such offence be punishable with fine which may extend to five hundred rupees, and in the case of a continuing offence to a further fine which may extend to two hundred rupees for each day after the first during which the offence continues; and in respect of false information, returns or answers the offence shall be deemed to continue until true information or a true return or answer has been given or made."

5. The information furnished by you will be treated as confidential and will not be disclosed or published in a manner which may enable identification of any particulars relating to your establishment.

Yours faithfully,

Statistics Authority.

INDUSTRIAL CLASSIFICATION FOR FACTORIES.

[The factories should in the first instance be classified as those using power and those not using power and in each case the following further classification should be adopted.]

Major Group.	*Group.*
01 Processes allied to agriculture.	010. Gins and Presses (a) Cotton ginning and baling (b) Jute Presses (c) Wool baling and pressing (d) Others.

Major Group.	*Group.*
20. Food except beverages	201. Slaughtering, preparation and preserving of meat. 202. Manufacture of dairy products. 203. Canning and preservation of fruits and vegetables. 204. Canning and preservation of fish and other sea-foods. 205. Manufacture of grain mill products-- (a) Flour Mills (b) Rice Mills (c) Dal Mills. 206. Manufacture of bakery products. 207. Sugar factories and refineries:— (a) Sugar (b) Gur 208. Manufacture of sugar confectionery; cocoa and chocolate 209. Manufacture of miscellaneous food preparations (a) Manufacture of edible oil (other than hydrogenated oils). (b) Hydrogenated oil industry (c) Tea Factories (d) Coffee curing works (e) Cashew nut industry (f) Others.
21. Beverages.	211. Distilling, rectifying and blending of spirits. 212. Wine Industries. 213. Breweries and Incidental processes including malt. 214. Soft drinks and carbonated water industries. (a) Soft drinks (b) Carbonated water industries.
22. Tobacco.	220. Tobacco manufactures.
23. Textiles.	231. Spinning weaving and Finishing of textiles. (a) Cotton Mills (b) Jute Mills. (c) Silk Mills (d) Woollen Mills (e) Lace Mills (f) Carpet Weaving 232. Knitting Mills 233. Cordage, rope and twine industries. 239. Manufacture of Textiles not elsewhere classified
24. Footwear, other wearing apparel and made-up textile goods.	241. Manufacture of boots and shoes (except rubber footwear). 242. Repair of boots and shoes (except rubber footwear). 243. Manufacture of wearing apparel (except footwear). 244. Manufacture of made up textile goods, except wearing apparel.

25. Wood and Cork except furniture	250. Manufacture of wood and Cork except manufacture of furniture. (a) Saw Mills (b) Manufacture of plywood (c) Others
26. Furniture and fixtures.	260. Manufacture of furniture and fixtures. . .
27. Paper and paper products.	271. Pulp, Paper and Paper Board Mills. (a) Paper (b) Paper Board and Straw-Board (c) Others.
28. Printing, publishing and allied Industries.	280. Printing, bookbinding, etc.
29. Leather and Leather Product (except footwear).	291. Tanneries and leather finishing. 293. Manufacture of leather products except footwear and other wearing apparel.
30. Rubber and Rubber Products.	300. Manufacture of rubber and rubber products.
31. Chemicals and Chemical Products.	311. Basic Chemicals, including fertilisers 312. Vegetable and Animal Oils and Fats (except edible oils). 319. Manufacture of miscellaneous chemical products.
32. Products of petroleum and Coal.	321. Petroleum refineries, etc. 322. Coke Ovens.
33. Non-metalic mineral products (except products of petroleum and coal).	331. Manufacture of structural clay products. 332. Manufacture of glass and glass products (excepting optical lenses). 333. Manufacture of pottery, China and earthenware. 334. Manufacture of cement. 339. Manufacture of non-metallic mineral products not elsewhere classified.
34. Basic Metal Industries.	341. Ferrous. 342. Non-ferrous.
35. Manufacture of Metal products (except machinery and Transport equipment).	350. Manufacture of metal products (except machinery and transport).
36. Manufacture of machinery except electrical machinery and transport equipment.	360. Machinery except electrical machinery and transport equipment.
37. Electrical machinery, apparatus, appliances and supplies	370. Electrical Machinery etc. (a) Telegraph and Telephone workshop (b) Others

38. Transport and Transport equipment.	381. Ship building. 382. Manufacture and repair of rail-road equipment. (a) Railway workshops. (b) Tramway works. 383. Manufacture of motor vehicles. 384. Repair of motor vehicles and cycles. (a) Motor vehicles (b) Cycles 385. Manufacture of bi-cycles. 386. Aircraft. 389. Manufacture of Transport equipment not elsewhere classified.
39. Miscellaneous Industries.	391. Manufacture of professional scientific, measuring and controlling instruments. 392. Manufacture of photographic and optical goods. 393. Manufacture of watches and clocks. 394. Repair of watches and clocks. 395. Manufacture of jewellery and related articles. (a) jewellery (b) Mints 396. Manufacture of musical instruments. 399. Manufacturing industries not elsewhere classified. (a) Ordinance factories (b) Others
51 Electricity, Gas and Steam.	511. Electric light and power 512. Gas manufacture and distribution.
52. Water and Sanitary services.	521. Water supply stations 522. Sanitary services (pumping and sewage)
83. Recreation Services.	831. Cinema studios.
84. Personal services.	846. Laundries and Laundry services.

FORMS IN WHICH CONSOLIDATED RETURNS ARE TO BE FURNISHED.

STATEMENT I.

Number of Factories and number of workers employed therein during the quarter ending..........................19...... in the State of.................................

Industry.	No. of factories working.	No. of factories submitting returns.	Number of workers on rolls on the last working day of the quarter.				Average daily number of workers employed during the quarter *			
			In factories submitting returns.			In factories not submitting returns (latest available.)	In factories submitting returns.			In factories not submitting returns (latest available)
			Men.	Women.	Children.		Men.	Women.	Children.	
1	2	3	4	5	6	7	8	9	10	11

* Obtained by dividing the total number of man-shifts worked during the quarter by the number of working days in respect of each factory and summing up the figures for all factories.

STATEMENT II. *

Attendance, Absenteeism and Involuntary Unemployment in Factories during..................
in the State of...................

Industry.	Total number of man-shifts worked.			Total number of man-shifts lost on account of absence due to.			Total number of man-shifts lost through in voluntary unemployment.
	Men.	Women.	Children.	Sickness.	Accidents.	Other causes.	
1	2	3	4	5	6	7	8

* Separate returns for the three months of the quarter.

IIA—1st month.

IIB—2nd month.

IIC—3rd month.

STATEMENT III*

Wages and Earnings in Factories during..........................19...... in the State of...........

Industry.	Average daily attendance during the month.	Aggregate number of man-hours worked during the month.	Total cash earnings during the month.					Estimated money value of concessions in kind earned during the month.
			Basic wages.	Dearness allowances.	Over-time payments.	Other cash payments.	Total.	
1	2	3	4	5	6	7	8	9

* Separate returns for.
IIIA—Men.
IIIB—Women.
IIIC—Children.

STATEMENT IV.

Hours of work in factories during..................19 in the State of...........

Industry.	No. of factories working.			Factories in which the normal daily hours of work † for adults are.					
	1 Shift.	2 Shifts.	3 Shifts.	Less than 8		8		More than 8	
				No. of factories.	No. of workers*	No. of factories.	No. of workers*	No. of factories.	No. of workers*
1	2	3	4	5	6	7	8	9	10

† If the hours of work are different on different shifts, take the number of hours worked on the day shift.
* Average daily employment during one month.

STATEMENT V.

No. of Plantations and number of workers employed therein during the qarter ending 19
in the State of......................

Product.	No. of plantations.	No. of plantations submitting returns.	No. of workers on books on the last working day of the quarter.								Average daily number of workers employed during the quarter+							
			In plantations submitting returns.						In plantations not submitting returns (latest available).		In plantations submitting returns.						In plantations not submitting returns (latest available).	
			Garden labour.			Outside labour.			Garden labour.	Outside labour.	Garden labour.			Outside labour.			Garden labour	Outside labour
			M.	W.	Mi.	M.	W.	Mi.			M.	W.	Mi.	M.	W.	Mi.		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
Tea																		
Coffee																		
Rubber																		
Cinchona																		
Cardamom																		

M—Men; W—Women; Mi—Minors.

+Obtained by dividing the total number of man-days worked during the quarter by the number of working days in respect of each plantation and summing up the figures for all plantations.

STATEMENT VII+

Wages and Earnings in Plantations during the month.....................19 in the State of.................

Average daily attendance during the month.	Total cash earnings during the month.					Estimated money value of concessions in kind during the month.
	Basic wages.	Dearness allowances.	Payments for overtime and extra work.	Other cash payments.	Total.	
1	2	3	4	5	6	7
Garden Labour.						
Men						
Women						
Minors						
Outside Labour.						
Men						
Women						
Minors						

+Separate returns for each category of plantations
VIIA—Tea
VIIB—Coffee
VIIC—Rubber
VIID—Cinchona.

STATEMENT VI*

Attendance and absenteeism in Plantations during..........................in the State of ....

Product.	Total number of man-days worked.						Total number of man-days lost through absence.					
	Garden labour.			Outside labour.			Garden labour.			Outside labour.		
	Men.	Women.	Minors.	Men.	Women.	Minors.	Sickness.	Accidents.	Other causes.	Sickness.	Accidents.	Other causes.
1	2	3	4	5	6	7	8	9	10	11	12	13
Tea												
Coffee												
Rubber												
Cinchona												
Cardamom												

*Separate returns for the three months of the quarter.
VIA—1st month
VIB—2nd month
VIC—3rd month

STATEMENT VIII.

Hours of work in Plantations during..............................19 in the State of..............................

Product.	Estates in which the normal daily hours of work were							
	Less than 6.		6 to 8.		8 to 10		10 or more.	
	No of estates.	No. of workers†	No. of estates.	No. of workers†	No. of estate.	No of workers†	No. of estates.	No. of workers†
1	2	3	4	5	6	7	8	9
Tea								
Coffee								
Rubber								
Cinchona								
Cardamom								

†Average daily employment during the month.